

**Congress of the United States**  
**House of Representatives**  
Washington, DC 20515-3305

**U.S. Service Academy Nomination Application Checklist**

Please make sure that **all** the required items listed below are received by Congresswoman Foxx's Dallas office **before 5:00 p.m. on Tuesday, October 31, 2023**. **Incomplete and late applications will not be considered for nomination**, so submit **ALL** your materials (**NO STAPLES**) to ensure consideration for nomination. Please send all material though UPS, FedEx, or hand deliver to 3540 Clemmons Rd., Suite 125 Clemmons, NC 27012.

- ☐ **Applicant Information Form.** This must be completed and signed by the applicant. Please write legibly or type the responses. Include a 4 x 6 recent color photo, (Head and Shoulders photo) and a copy of your Candidate Fitness Assessment (CFA) scores. (**Do Not Staple**)
- ☐ **Official High School Transcript.** This should include your current coursework, your GPA through at least your junior year, and your class rank.
- ☐ **Official SAT/ACT Scores.** You may wish to send your scores directly to our office through the college boards. Please note that it can take 2-4 weeks for the scores to arrive at our office, so plan your test date(s) accordingly. Congresswoman Foxx's Score Codes are: SAT: 7424, ACT: 7583.
- ☐ **Personal Essays.** This section of the application is a great place to demonstrate your strengths and character attributes to the Congresswoman and her panel of Service Academy Board members, with whom you may interview. Please use a separate, typed document to submit this part of the application.
- ☐ **Resume.** On a separate, single page, please describe any work or community volunteer experience, athletic participation, awards or commendations, and any other activities that you feel to be noteworthy.
- ☐ **Recommendations.** You are required to submit a minimum of 3 letters of recommendation. These letters may be written by counselors, teachers, religious leaders, coaches, or community leaders. The 3 recommendations must be sealed in an envelope with the recommender's signature over the flap. You may submit up to 2 more additional recommendations for a maximum total of 5.
- ☐ **Official College Transcript (if applicable).** This should include your courses currently in progress and your GPA.

**Please send all of the required materials to:**

**U.S. Congresswoman Virginia Foxx**  
**Attn: Paul Jackson III**  
**3540 Clemmons Rd. Suite 125**  
**Clemmons, NC 27012**

If you have any questions, please contact Congresswoman Foxx's Service Academy Coordinator  
Paul Jackson III at 336-778-0211  
or [Paul.Jackson2@mail.house.gov](mailto:Paul.Jackson2@mail.house.gov)

**Congress of the United States**  
**House of Representatives**  
**Washington, DC 20515-3305**

**Applicant Information Form**

Full Name: \_\_\_\_\_  
(Last) (First) (Middle) (Preferred Name)

Home Address: \_\_\_\_\_  
(Street/ P.O. Box)  
\_\_\_\_\_  
(City) (State) (Zip)

Home Phone Number: \_\_\_\_\_ Alternate Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Gender: ☐ Male ☐ Female Are you a US Citizen? \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Name of parent(s) or guardian(s): \_\_\_\_\_

Are you the dependent of an active or retired member of the United States Military? No \_\_\_\_\_ Yes \_\_\_\_\_ /M \_\_\_\_\_ F \_\_\_\_\_

Are you currently enlisted in the United States Military? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, what branch? \_\_\_\_\_

Which Service Academies have you applied to? \_\_\_\_\_

High School : \_\_\_\_\_  
(School Name)

\_\_\_\_\_  
(School Street Address) (City) (State) (Zip)  
\_\_\_\_\_  
(School Phone Number) (School Counselor's Name)

Expected Date of Graduation: \_\_\_\_\_ GPA (on a 4.0 scale): \_\_\_\_\_ Class rank: \_\_\_\_\_/\_\_\_\_\_

**SAT Scores:** Critical Reading \_\_\_\_\_ Math \_\_\_\_\_ Writing \_\_\_\_\_ Composite \_\_\_\_\_

**ACT Scores:** English \_\_\_\_\_ Math \_\_\_\_\_ Reading \_\_\_\_\_ Science \_\_\_\_\_ Composite \_\_\_\_\_

## **Applicant Information Form**

Have you ever been charged with or convicted of a felony? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, explain in detail on a separate sheet.

Are you being recruited by a service academy for athletics? If yes, list the academy and sport. \_\_\_\_\_

Have you attended an Academy Summer Leadership Seminar? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes which session(s) did you attend?

Do you have any medical problems that you are currently being treated for? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes explain. \_\_\_\_\_

Are you currently on any prescribed medications? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes explain. \_\_\_\_\_

Is your eyesight 20 / 20 uncorrected? Yes \_\_\_\_\_ No \_\_\_\_\_

If not, what is your eyesight uncorrected?

Right Eye \_\_\_\_\_ / \_\_\_\_\_ Left Eye \_\_\_\_\_ / \_\_\_\_\_

Do your eyes correct to 20 / 20 with contacts or glasses? Yes \_\_\_\_\_ No \_\_\_\_\_ N/A \_\_\_\_\_

Are you color blind? Yes \_\_\_\_\_ No \_\_\_\_\_

Please indicate which service academy you would like to attend. If you are interested in multiple academies, please rank your interest from 1 to 5, with 1 being your first choice and 5 being your last:

U.S. Military Academy \_\_\_\_\_

U.S. Naval Academy \_\_\_\_\_

U.S. Air Force Academy \_\_\_\_\_

U.S. Merchant Marine Academy \_\_\_\_\_

U.S. Coast Guard Academy \_\_\_\_\_ (please note: A Congressional nomination is NOT required for this academy)

Please list other offices from which you plan to seek a nomination: \_\_\_\_\_

## Applicant Information Form

**Application Agreement:** Please read the statement below before signing and completing your application. Your signature at the bottom of this page indicates that you agree with this statement. If your signature is not included below, your application will be considered incomplete, and you will therefore not be considered for a nomination.

*I certify that, to the best of my knowledge, the information I have provided in my application is accurate. I understand that all of the required application materials must be submitted to Congresswoman Foxx's Dallas Office and that those materials must be received before 5:00 p.m. on Tuesday October 31, 2023, and any failure on my part to do so will render my application incomplete. I understand that attending a service academy requires that I complete a minimum of 5 years of military service after my graduation, and I am prepared to complete that requirement. I certify that I am a U.S. Citizen, or that I will be a U.S. Citizen by July 1, 2024. I am a legal resident of the State of North Carolina. I will be between the ages of 17 and 23 years old on July 1, 2024. I am not married. I am not pregnant. I do not have any child support obligations.*

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

**Privacy Act Statement:** The submission of the requested information constitutes authorization for review and disclosure of this information by Representative Virginia Foxx, her staff, her Service Academy Review Board, the Academy Admission Office, and the media.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

## **Personal Essays**

Please attach a separate, typed document with the answers to three of the five questions below. Please note the word limits to each question and keep to those limits. This section of the application is a great place to demonstrate your strengths and character attributes to the Congresswoman and to her panel of Service Academy Board members, with whom you will interview.

1. When did you first become interested in attending a service academy, and what sparked your interest? *(500 words or less)*
2. How have you been preparing for the academic, physical, and character-based challenges you will face if you attend a service academy? *(500 words or less)*
3. Describe a time in your life when you faced adversity and explain how you handled it. *(500 words or less)*
4. Describe an experience that demonstrates your ability to act as a leader. *(500 words or less)*
5. In a field of thousands of talented and driven students applying for service academies, what is unique about you and your experience that would make you a good candidate to attend a service academy? *(500 words or less)*